

August 17, 2015, BLT Agenda Item Comments

Comments on the Newport Beach Board of Library Trustees (BLT) agenda items submitted by:
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Item 4. Draft June 15, 2015 and July 20, 2015 Minutes

I previously submitted the following comments with regard to the **June 15, 2015, draft minutes**:

Page 1:

- It would be helpful to indicate the location of the meeting, which I believe was the Corona del Mar Branch Library.
- If the intent of the “*Staff Present*” section is to list all City officials present at the meeting, it would seem **City Arts Commission Vice Chair Arlene Greer**, who is quoted as speaking at the top of page 3, should be included.

Page 2: It might be helpful to indicate where the four plans for the new CdM Library/Fire Station can be found. I found them at:

<http://www.newportbeachca.gov/trending/projects-issues/corona-del-mar-library-fire-station>

Page 3: The fact that a vote on something related to the library budget was contemplated is not clear from the agenda announcement captured in the minutes. Given this, and since the City Council publicly approved the City’s Fiscal Year 2015-2016 Budget on May 26th, the significance of the Board’s vote in June to “propose” amendments to the Fiscal Year 2014-2015 Budget is difficult to understand. Is this actually a *proposal* on which the Board expects the Council to act? Or is it an after-the-fact *approval* of changes previously made by Council or staff?

With regard to the **July 20, 2015, draft minutes**:

Page 1: last sentence under “Public Comments”: “*There was no further response and Chair Grant closed public comments.*”

Page 2: Title under Section B: “*1. Update on Corona del Mar Branch Project - Architect Kelly [sic] Needham and Public Works staff will present updated plans for the new Corona del Mar Branch Library.*” [This is a copy of the agenda announcement, but as reflected in the body of the minutes, “Kelley” was misspelled on the agenda.]

Page 2: paragraph 3 from end: “*Ensuing discussion pertained to ~~consider~~ considering areas for reading and discussions.*” [or “consideration of”]

Item 5.A.1 Customer Comments

Although accurate and helpful, the boilerplate response to Comment 9 from July 13 (inquiring about library job openings and being directed to the City website) seems less encouraging than it might have been in view of the unusually high level of recruitment activity during July mentioned in the Library Services Manager’s report in Item 5.A.2.

Item 5.A.2. Library Activities

I agree with the Director's four thoughtful points on the future of the library, with the possible exception of the first, where I think the Board should play a more active role in soliciting public input and its meetings should be an at least equal forum to the staff's efforts for hearing the public's ideas.

The Library Services Manager's report raises the question of what the library (or City administration in general) does with the IT equipment that is replaced before it is truly obsolete for many purposes?

Item 5.A.3. Expenditure Status Report

I was unable to find an expenditure report in or attached to the [online page](#) for this agenda item. Is the lack of a report related to the transition to new financial software noted in the Support Services Coordinator's report of the previous item?

Item 5.A.4. Board of Library Trustees Monitoring List

The "Election of Board of Library Trustees Officers/Trustee Liaisons" item scheduled for the Board's August 17, 2015, meeting would seem to need to be rescheduled. The City Council confirmed a set of [four nominees](#) for the two vacancies on the BLT at its August 11, 2015, meeting and is not expected to make appointments until September 8th.

Item 7. Public Comments on Non-Agenda Items

I was not present, but apparently at its [meeting](#) on August 13th, the City Arts Commission reviewed (as agenda [Item VIII.B.5](#)) its relationship with the Newport Beach Arts Foundation, which holds a similar role with respect to the CAC as the Library Foundation and Friends of the Library do to the BLT. This included a review of the NBAF's [by-laws](#), which included a requirement that the CAC appoint some of the members of the NBAF Board and that NBAF meetings be held in compliance with the Brown Act – conditions that had probably been overlooked for many years.

It might be useful for the BLT to conduct a similar review of any formal agreements that may exist between itself and the Library Foundation and Friends, both for general information and to ensure they are being complied with.